

Las Vegas Fire & Rescue

Fire Alarm System Dispatch/Registration Regulations

1. Scope:

These regulations describe the requirements and general guidelines for fire alarm and detection systems to be acceptable and participate in the Annual Subscriber/Proprietor Registration program.

2. Purpose:

- a. The purpose of these regulations to assist fire alarm end users, fire alarm and detection system contractors, and alarm monitoring companies to properly use and maintain the operation, effectiveness and proper utilization of fire alarm systems and to eliminate false alarms, which unduly divert fire suppression crews to responding to actual fire/emergency medical activities.
- b. These regulations govern systems intended to summon Fire & Rescue Emergency Response, requires registration, establishes fees, provides for penalties for violations, establishes a system of administration, and sets conditions for suspension or loss of registration.

3. Commercial Facilities:

1. Commercial facilities equipped with a fire alarm and detection system shall be equipped with verification type smoke detectors or system integral approved circuitry. The activation of an initial smoke detector shall activate the premise audible/visual signaling appliances providing early warning notification to the occupants. Smoke detectors shall be arranged, programmed etc. that only after the second smoke detector alarm activation (after verification) shall any signals be transmitted to the approved central station for fire dispatch.
2. Fire Alarm signals **WILL BE** responded to on an initial receipt of alarm signals from an approved central station in the City of Las Vegas jurisdiction by any Fire Department unit to the following buildings and specific occupancy types: State and Federal facilities, CCSD Schools, Hospitals, and "I" Institutional type occupancies.
3. If the commercial facility is equipped with an approved fire sprinkler suppression system, activation of the water flow switch and subsequent transmission to an approved central station will be responded to, regardless if a smoke detector has first been activated.*

**The Presumption is if there has been a water flow signal, there stands to be a greater chance that there is an actual fire event.*

4. The activation of a manual pull station would meet the verification requirement and would allow fire dispatch if connected to a separate zone transmitted to central station. This new zone would be in addition to the requirements set forth in City of Las Vegas fire code requirements.

5. An annual Subscriber/Proprietor Registration/Permit may be issued by Las Vegas Fire & Rescue (LVFR) only after verifying that the installed fire alarm and detection system(s) meet the minimum requirements of this document and the application form is completed by the property owner/representative.
6. Central station receiving stations shall meet Underwriter's Laboratories (UL) requirements and be approved by LVFR.
7. Any signals from a central station that results in a fire dispatch will require original dispatch documentation be forwarded on to Las Vegas Fire & Rescue-Fire Prevention Division.

4. Residential Occupancies

General:

1. Only fire warning system(s) as prescribed by NFPA 72, Fire Alarm Code, 2002 Edition that have been reviewed and determined to be acceptable through Las Vegas Fire & Rescue's review and permitting process shall be eligible for Annual Subscriber/Proprietor Registration.
2. Smoke detection utilizing verification type system devices shall be utilized. Initial smoke detector activation shall activate the premise audible/visual signaling appliances providing early warning notification to the occupants.
3. Smoke detectors shall be arranged, programmed etc. that only after the second smoke detector alarm activation (after verification) shall any signals be transmitted to the approved central station for fire dispatch.
4. If the residential facility is equipped with an approved fire sprinkler suppression system, activation of the water flow switch and subsequent transmission to an approved central station shall allow fire dispatch, regardless if a smoke detector has first been activated.
5. All fire dispatches on fire alarm signals will require original dispatch documentation from central station be forwarded on to Las Vegas Fire & Rescue, Fire Prevention Division.

5. Definitions

Alarm Administrator. Is a Person or Persons designated by the Fire Chief to administer, control and review False Alarm reduction efforts.

Alarm Agent. Is any person employed by an alarm business, whose duties include alterations, installing, maintaining, moving, repairing, replacing, selling, servicing, responding to or causing others to respond to an alarm device.

Alarm Company. Is the business, by an individual, partnership, corporation or other entity of selling, leasing, maintaining, servicing, repairing, altering, replacing, moving, installing or monitoring a fire alarm system at an alarm site.

Alarm Dispatch Request. Is a notification to Las Vegas Fire & Rescue that an alarm, either manual or automatic has been activated at a particular alarm site.

Alarm Registration. (And Permits) is the notification by an alarm company and an alarm end user to the alarm administrator that an alarm system has been installed and is requesting authorization to transmit initial alarms for dispatch.

Alarm Site. Is a single fixed premises or location served by an Alarm System or systems. Each tenancy, if served by a separate Alarm System in a multi-tenant building or complex shall be considered a separate Alarm Site

Alarm User. Is any Person, firm, partnership, corporation or other entity, which uses or is in control of any Alarm System at its Alarm Site.

Alarm Verification Feature. A feature of automatic fire detection and alarm systems to reduce unwanted alarms wherein smoke detectors report alarm conditions for a minimum period of time, or confirm alarm conditions within a given time period after being reset, or initiation of manual device(s) in order to be accepted as a valid initiation signal.

Calendar Year. Is the period commencing January 1 and ending December 31 any given year.

Fire Alarm Control Unit (Panel). A system component that receives inputs from automatic and manual fire alarm devices and might supply power to detection devices and a transponder(s) or an off-premises transmitter(s). The control unit might also provide transfer of power to the notification appliances and transfer or condition to relays or devices connected to the control unit. The fire alarm control unit can be a local fire alarm control unit or master control unit.

Fire Alarm System. Is a system or portion of a combination system consisting of components and circuits arranged to monitor and annunciate the status of the fire alarm or supervisory signal-initiating devices and to initiate the appropriate response to those signals.

Fire Department. Las Vegas Fire & Rescue (LVFR)

Fire Department Alarm Dispatch Cancellation. Is the process by which a company providing monitoring verifies with the Alarm User or responsible party that a false dispatch has occurred and that there is not an existing situation at the Alarm Site requiring Fire response.

False Alarm. Is the activation or reporting of an alarm for which no such alarm condition, fire or emergency actually exists.

Household fire warning system. A system of devices that produces an alarm signal in the household for notifying the occupants of the presence of a fire so that they will evacuate the premises.

License. Is a license issued to an alarm company to sell, install, monitor, repair, or replace Alarm Systems by an authority having jurisdiction.

Listed. Equipment, materials or services included in a list published by an organization acceptable to the authority having jurisdiction and concerned with evaluation of products or services that maintains periodic inspection of production of listed equipment or materials or periodic evaluation of services and whose listing states that the equipment, material, or service meets identified standards or has been tested and found suitable for a specified purpose.

Local Alarm System. Is any Alarm System that annunciates an alarm only by an internal or external audio device.

Manual fire alarm Box. A manually operated device used to initiate an alarm signal.

Monitoring. Is the process by which an Alarm Company receives signals from an Alarm System and relays an Alarm Dispatch Request to the municipality for summoning Law Enforcement response to the Alarm Site.

Nuisance alarm. Is any alarm caused by mechanical failure, malfunction, improper installation, or lack of proper maintenance, or any alarm activated by a cause that cannot be determined.

Person. Is an individual, corporation, partnership, association, organization or similar entity.

Runner Service. The service provided by a runner at the protected premises, including resetting and silencing of all equipment transmitting fire alarm or supervisory signals to an off-premises location.

Shall. Indicates a mandatory requirement.

Single Station Alarm. A smoke alarm comprising an assembly incorporating a sensor, control components, and an alarm notification appliance in one unit operated from a power source either located in the unit or obtained at the point of installation. (120vac)

Subscriber. The recipient of contractual supervising station signal service(s). In a case of multiple, non-contiguous properties having single ownership, the term refers to each protected premises or its local management.

Verify. Is an attempt, by the Alarm Company, or its representative, to contact the Alarm Site by telephonic or other electronic means, whether or not actual contact with a Person is made, before requesting law enforcement dispatch, in an attempt to avoid an unnecessary Alarm Dispatch Request.

Zones. Are subdivisions into which an Alarm System is divided to indicate the general location from which an Alarm System signal is transmitted.

6. Registration Required; Application; Fee Transferability; False Statements

No Alarm User shall operate, or cause to be operated, an alarm system retransmission from central station at its alarm site without a valid alarm registration issued by the Alarm Administrator. A separate registration is required for each alarm site.

There shall be an annual registration permit fee of \$80.00 for residential alarm sites and \$80.00 for commercial alarm sites. No refund of an initial registration or registration renewal fee will be made. The initial annual registration application shall be submitted to the alarm administrator within 5 five days after the alarm installation approval or alarm maintenance takeover.

Upon receipt of a completed application form, the Alarm Administrator shall register the applicant unless the applicant has:

- a. Failed to pay penalties prescribed in this code.
- b. Had an alarm registration for the alarm site suspended or revoked due to outstanding violations on alarm site.

Each alarm registration application shall be submitted on the form provided by the Alarm Administrator and shall be complete.

Any false statement of a material fact made by an applicant for obtaining an alarm registration shall be sufficient cause for refusal to issue a registration.

An alarm registration shall not be allowed to be transferred to another person or alarm site. An alarm user shall inform the Alarm Administrator of any change(s) that alters any information listed on the registration application within ten (10) ten business days.

Registration and renewal fees must be paid at the time a registration or renewal is issued, or upon invoice. A late fee may be charged for delinquent fee payments as set forth in section 7.

7. Registration Duration And Renewal

A registration shall expire annually on the date reflected on the initial application. City of Las Vegas Finance Department will notify each Alarm User of the need to renew one (1) month prior to the expiration of the registration. It is the responsibility of the Alarm User to submit any changes such as responsible parties, to the Alarm Administrator before the registration expiration date. If a renewal fee is more than thirty (30) days late, the City of Las Vegas may assess penalties in the manner set forth in LVMC 6.02.250 for business license taxes. Failure to renew shall be classified as use of a non-registered Alarm System. The property or business will be removed from the eligible dispatch list. If the alarm system continues to send signals into fire dispatch, citations and penalties may be assessed as prescribed by code.

8. Duties Of The Alarm User

An alarm user shall:

- a. Maintain the premises and the Alarm System in a manner that will minimize or eliminate False Alarms, and
- b. Make every reasonable effort to respond or cause a representative to respond to the Alarm System's location within thirty (30) minutes when notified by the municipality to deactivate a malfunctioning Alarm System, to provide access to the premises, or to provide alternative security for the premises, and
- c. Not manually activate an alarm for any reason other than an occurrence of an event that the Alarm System was intended to report.

An Alarm User shall have a properly licensed alarm company inspect the alarm system. A licensed alarm company shall provide written proof certifying that the aforementioned inspection took place.

False alarms shall be addressed as follows:

- a. In the event of a failure of a fire protection system or recurring False or Nuisance Alarm activations, the Chief or his designee is authorized to require the building owner or occupant provide fire watch personnel until the system is repaired.
- b. Such individuals shall be provided with at least one (1) approved means for notification of the fire department and their only duty shall be to perform constant patrols of the protected premises and keep watch for fires.

In addition to the requirements listed above, in the case of any two (2) nuisance or false alarms, or combinations thereof, within a consecutive sixty (60) day period, the chief or his designee may issue a warning to both the owners of the property and the alarm business responsible for the service and maintenance of the system. This notice shall indicate that any additional nuisance or false alarms within a period of thirty (30) days will be subject to the penalties prescribed in this code.

9. Duties Of Alarm Company

After completion of the installation, an alarm company employee shall review with the alarm user the proper operation of the alarm system and procedures to prevent false alarms.

An alarm company performing monitoring services shall:

- a. Offer a training period in which no request for dispatch by Las Vegas Fire & Rescue dispatch will occur during the first seven (7) days after installation of an alarm system, but rather will use that week to train the alarm user on proper use of the alarm system.
- b. Verify every alarm signal type as prescribed by ordinance before requesting a fire department dispatch.
- c. Communicate alarm dispatch requests to Las Vegas Fire & Rescue in a manner and form determined by these regulations.
- d. Upon enactment of these regulations, maintain a current list of alarm users within the City under contract. Records must include the name, address and phone number of the alarm user, the type and location of the alarm system and the names, address and phone number of alternate contact. The alarm administrator may request copies of such records of alarm users within the City of Las Vegas.
- e. Provide the alarm administrator with updated information on alarm users in the City of Las Vegas whenever there are any additions, deletions or changes to the alarm user information.
- f. Before testing any device or equipment that is designed and enabled to transmit a signal to the Fire Department, notify the Fire Department in advance of the date, time and location of the test.

10. Alarm Company License

- a. Any person engaging in an Alarm Business in the City of Las Vegas shall possess a valid license issued by the State Board of Contractors, State Fire Marshal.
- b. Any persons engaging in an alarm business in the City of Las Vegas shall possess a valid business license issued by City of Las Vegas business licensing department.

11. Duties Of The Alarm Administrator

The Alarm Administrator shall be responsible for:

- a. Establishing a procedure to accept Cancellation of Alarm Dispatch Requests.
- b. Identification of the registration number for the Alarm Site.
- c. Providing alarm system registration permit applications, process alarm system registration permits.
- d. Notification to the alarm user of a False or Nuisance Alarms.
- e. Providing the date and time of fire department response to any False Alarm.
- f. Administering any suspension of alarm response and or revocation of alarm system registration.

Note: If there is a reason to believe that an Alarm System is not being used or maintained in a manner that ensures proper operation and suppresses False Alarms, the Alarm Administrator may require a conference with an Alarm User and the Alarm Company responsible for the repair of the Alarm System to review the circumstances of each False Alarm.

12. Suspension Of Response or Revocation Of Registration

The Alarm Administrator may suspend or revoke an alarm response registration if it is determined that:

1. The Alarm User has not complied with the requirements of these regulations.
2. There is a false statement of a material fact in the application for a registration.
3. The alarm user has failed to submit a written certification from an alarm company, that complies with the requirements of these regulations, stating an registered alarm system has been inspected and repaired (if necessary) by the alarm company.
4. If the alarm registration has been re-instated, the alarm administrator may suspend alarm response if it is determined that additional False Alarm signals have and are being transmitted to fire dispatch.
5. Unless there is separate indication that there is an actual fire in progress, the Fire Department may refuse fire dispatch response to an alarm dispatch request at an alarm site for which the alarm registration is suspended

13. Offenses

- a. An alarm/monitoring company commits an offense if an employee or principal operates an alarm system during the period in which the alarm registration is suspended. The company shall be subject to enforcement and applicable penalties.
- b. An alarm/monitoring company commits an offense if it continues to attempt to request fire department dispatch to an alarm site after notification by the alarm administrator that the registration has been suspended or revoked. The company shall be subject to enforcement and applicable penalties.

14. Appeals

An Alarm User may appeal the assessment of a fine, suspension, or request reinstatement to the alarm administrator. The filing of an appeal with the alarm administrator stays the assessment of the fine or suspension until the alarm administrator makes a final decision.

- a. The alarm user shall file a written appeal to the Alarm Administrator.
- b. By setting forth the reasons for the appeal within ten (10) days after receipt of any fines or penalties.

- c. The Fire Chief or his designee shall consider the evidence submitted by any interested Person(s). The Chief or his designee shall make their decision based on the preponderance of evidence presented. The Chief or his designee must render a decision within thirty (30) days after the request for an appeal is filed. The Chief or his designee shall affirm or reverse the assessment of the fine. The decision of the Chief is final.
- d. The filing of a request for appeal shall stay the action by the Alarm Administrator suspending a registration or requiring payment of a fine, until the Chief has or his designee has completed the review.

15.Reinstatement

A person whose alarm response has been suspended or revoked may have alarm response reinstated by the Alarm Administrator if the alarm/monitoring company has abided by one or more of the following:

- a. Submits an updated application and the registration fee.
- b. Pays, or otherwise resolves, all citations and fines.
- c. Submits a certification from an alarm company that complies with the requirements of this article, stating that the alarm system has been inspected and repaired (if necessary) by the alarm company and found to be in good working order or repaired to be in good working order. and code compliant
- d. Payment of a reinstatement fee of \$80.

16.Confidentiality

Information contained in a registration application shall be confidential to the extent permitted by law.

17.Government Immunity

Registration of an Alarm System is not intended to, nor will it, create a contract, duty or obligation, either expressed or implied, of response. All liability and consequential damage resulting from the failure to respond to a notification is hereby disclaimed, and governmental immunity as provided by law is retained.



LAS VEGAS FIRE & RESCUE

Alarm Subscriber / Proprietor Application

Subscriber / Proprietor Information:

Business / Residence Name: _____

_____ Hrs of Operation

Business / Residence Site Property _____

Emergency Contact Information:

Primary _____

_____ - _____ - _____
Day

_____ - _____ - _____
Night

Alternate _____

_____ - _____ - _____
Day

_____ - _____ - _____
Night

Installing Alarm Company / Monitoring Company:

Name _____ # _____ - _____ - _____
Phone

State License # _____

Business License # _____

Billing Information:

Name _____

Address _____

Attention _____

_____ - _____ - _____
Phone

Application Permit # _____ Application Submitted Date: _____